

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
September 15, 2008

PRESENT: Thomas Clow, Chairman; Heleen Kurk, Selectman; Richard Butt, Selectman; Keith Lacasse, Selectman

ABSENT: Wendy Clark

TOWN ADMINISTRATOR: Fred Ventresco

Selectman Clow moved to authorize the Board of Selectmen to sign manifests and to order the Treasurer to sign checks dated September 15, 2008 in the following amounts:

Accounts Payable	\$ 287,295.59 (Includes payment to John Stark Regional)
Forest Fire Payroll	\$ 432.19
Gross Payroll	\$ 45,306.97 (Includes Credit Union and Taxes)
Total	\$ 333,034.75

The motion was seconded by Selectman Kurk. Passed 3-0 with one abstention.

The Town Administrator brought to the Board the response of the Building Committee regarding the Fire Department garage doors at the Safety Complex. As agreed to at the previous Board of Selectmen meeting, Building Committee reviewed the rough draft specifications that Selectman Lacasse sent them and said that they did not have enough information or time before them to create bid specifications for the doors or to make a recommendation whether all the doors needed to be replaced. They did, however, agree that at this time the Board should go along with Chief Richard's recommendation given at the last Board meeting to repair the broken fire door. The Chief had recommended that an estimate for \$1950.00 by Wescott be accepted.

The Board would still like to have an evaluation done to see if the garage doors on the Fire Department are appropriate for the building or they need replacing, or will need replacing soon.

Selectman Lacasse made a motion to accept the proposal by Wescott of Weare to replace the five damaged sections of the broken fire door for \$1950.00, option 1 on his estimate dated 9/8/08, contingent upon approval by the Firewards and at least a one year warranty on the repaired parts and labor of the door by Wescott. Selectperson Kurk seconded the motion. The motion passes unanimously. Passed 4-0-0.

Chairman Clow explained to the Board that Selectman Kurk had contacted LGC for an opinion concerning a tour of local gravel operations by the Board of Selectmen on September 10, 2008. LGC advised that since a quorum was present, the tour should have been posted as a meeting. They also advised that minutes of the day's event be created and made available to the public. Chairman Clow said that he would compose minutes and forward them to Merry Rice for public availability.

Next the Board moved to a discussion of the Personnel Policy. The following sections were amended to read as follows:

D. Basic Work Rules – All Town of Weare employees' first duty is to serve the people of Weare. This service is to be accomplished in a courteous, prompt and pleasant manner consistent with the Town of Weare Code of Ethics.

E. Privileged Information - During the course of their employment, employees may have access to privileged information regarding Town business or citizens. Employees are prohibited from disclosing such information, except as required by their duties, and from using such information for their own advantage or for the advance of friends or family. Misuse of privileged information shall result in discipline up to and including termination of employment.

F. Probation – All original and promotional appointments shall be subject to probationary period of six (6) consecutive calendar months. The purpose of the probationary period is to assess the employee's performance. Accordingly, the probationary employee will receive a performance evaluation near the end of the 6 months probationary period. In cases of original employment by the Town, during the probationary period the Supervisor or Department Head may recommend removal of a probationary employee. In the case of a promotional appointment, the employee may be returned to his prior position and wage rate at any time during the probationary period upon the recommendation of the supervisor or department head.

ADJOURNMENT @ 11:45pm.

A True Record.

Thomas Clow

